

SELECTBOARD MEETING

Approved Minutes

February 25, 2013

7:00pm Calais Town Office

Attending: Denise Wheeler, John Brabant, Scott Bassage, Toby Talbot, Donna Fitch, Alfred Larrabee, Rolf Mueller, Will Walters, Ellie Stubbs, Gus Seelig and Rose Pelchuck.

Absent: Mike Garand

Actions:

Approval of the February 2nd Meeting Minutes – Denise Wheeler noted these Minutes were approved as part of the Continued Meeting Minutes from January 28, 2013.

Approval of the February 11th Meeting Minutes - Toby Talbot made a motion to approve the Minutes. Denise Wheeler offered two minor changes. The motion was seconded, voted on and carried 4-0.

Town Invoices & Road Commissioner's Orders of the Day – The Selectboard reviewed and processed the town invoices and orders of the day as per usual protocol.

Road Commissioner Update – Alfred Larrabee reported the sand pile is getting worn down but we have enough to make it, still quite a bit left. The used grader was bought out prior to Alfred calling the dealership back the next day. Dealers are still searching around for a used grader that would replace the old 1968 grader. Toby Talbot would like to be sure Alfred is authorized to put \$1,000.00 down to hold a vehicle so we don't get it bought out from under us again. Scott Bassage made a motion to authorize Alfred Larrabee to use \$1,000.00 from the Highway Budget to place a hold on a used grader. The motion was seconded, voted and carried 4-0.

The Town Garage received a routine hazard survey by VLCT staff on February 13, 2013. The Selectboard reviewed the survey Action Plan Report from VLCT with Alfred. Alfred Larrabee stated five out of the nine items on the report have been repaired or remediated as follows:

1. Alfred will have a designated area away from the town's sand pile (covered area) for residents to have access to get a little sand for personal use.
2. Truck safety blocks provide needed safety to make sure someone working under the raised truck body will be safe. A "Dump Lok" can be purchased with safety grant funds from VLCT.
3. Bench grinder tongue guard has been fixed.
4. No written Hazard Communication Program or MSDS - Alfred was given a sample program and will build from it.
5. Exit sign not lit – the battery was replaced.
6. Energy control procedures were listed as a high priority; something Alfred will have to implement.
7. Ground fault circuit interrupter outlets need to be installed in the town garage by a licensed electrician.
8. Punches that were "mushrooming" on the striking end have been ground down by Alfred.
9. Homemade ladder was not secured and bottom ends did not lay flush on the floor. Alfred corrected this.

In preparation for mud season, Alfred Larrabee asked permission to stockpile gravel in the Town Hall parking lot (the geographic center of town). The Selectboard granted permission. Alfred is now certified by the State of Vermont to remove underground fuel storage tanks. The Selectboard needs to choose a contractor to remove the underground fuel tanks at the town garage. Alfred suggested the best time to do the work is at the end of May or June. Alfred Larrabee plans to be at town meeting to answer questions as needed.

Review Town Warning, Budget and Town Report – Gus Seelig, Town Moderator, was present to review and discuss the Town Warning, proposed budget and town report in general. Each warning article was reviewed. Discussion ensued regarding charging interest on all late or delinquent taxes of one percent per month. Denise Wheeler explained that Articles 17 through 23 reflect the new philosophy of putting money away to be used for unexpected shortfalls, etc. and planning ahead for capital purchases rather than always borrowing.

Article 17 discussions - Scott Bassage noted, according to VLCT, that when hurricane Irene struck in 2011, those towns that had a contingency reserve fund were immediately able to hire contractors to get started right off with flood repairs instead of waiting to borrow money and hire contractors. Those towns that were delayed by going through the borrowing process later realized the best contractors were already busy in other towns.

A committee has reviewed the requests from various social service organizations for funding requests. Gus Seelig noted the parameters he will operate with speaking to an issue more than once. Denise Wheeler will ask to have lunch ready for 12:30pm due to the length of the Warning. Donna Fitch asked about alternating the school meeting first then the town meeting second; Gus Seelig said the town could do that. Janet Ancel will be allowed to speak when she so chooses. The Selectboard was informed about a petition in town regarding the condition of Route 14 and asking the State AOT to repave it. Scott Bassage will hold a sound check test on Sunday, March 3rd at 11:00am. The Selectboard thanked Gus for coming. Gus in return thanked the Selectboard for all they do all year long.

Fire & Ambulance Cost Allocations Update – Toby Talbot said that Bruce Johnson, East Montpelier Town Administrator, does not want the business value of the grand list used in the formula calculations to split the cost of EMFD Fire & Ambulance Services. Toby noted the average call volume over five years and the grand list are the numbers used. The current bid on the table is 33% for Calais and 67% for East Montpelier. Scott Bassage asked, “How is the value of the fire department divided up?” “East Montpelier needs a fire department that covers Route 2.” Denise Wheeler noted Bruce Johnson realizes we support Woodbury Fire Department, too. Both departments are contracted to provide coverage to Calais. Scott Bassage is in favor of the Calais share at 31%. John Brabant noted there is way more traffic volume in East Montpelier than Calais. Toby Talbot said we need to back our numbers with factual information.

Toby Talbot said Bruce Johnson does not have the Interlocal Agreement; Denise Wheeler will contact Bruce Johnson to say we agreed on the language in the Interlocal Agreement. The funding split has not been finalized. *Note:* At the Joint Meeting with both Selectboards on August 20, 2013, it was agreed that after the towns are done making the document changes agreed upon that night to the DRAFT CONTRACT WITH RESPECT TO FIRE SUPPRESSION, AMBULANCE AND OTHER EMERGENCY RESPONSE SERVICES (with a date), Bruce Johnson would then give it to EMFD by mid-October for review and recommended revisions. It appears that has not yet happened.

Capital Plan – Toby Talbot looked at the proposed Capital Plan from Rick Kehne and believes it is not a simple capital plan. Toby made a simple spreadsheet and provided copies to review. The Selectboard recognized the work Toby did and Rick Kehne. Denise Wheeler recommends not having a handout for town meeting since this is not fine-tuned and time is running short. Toby Talbot stated that in order to meet the needs of the town, we need to save \$126,500.00; this is the problem we are trying to address with a capital reserve fund. Scott Bassage said capital planning is one step going from “raise it this year spend it this year”. John Brabant said in years past, people thought if you have the fund you were more inclined to spend money (a concern to drive the Selectboard to spend more).

Executive Session: Zoning Enforcement, Appeals, Litigation, etc. – John Brabant made a motion to go into Executive Session in accordance with 1 V.S.A. § 313 (a) (1) at 9:10pm for the purpose of discussing the possible purchase of the McCullough Crushing’s Gravel Pit. The motion was seconded, voted on and carried 4-0. The Regular Session resumed at 9:33pm. Denise Wheeler had nothing to publicly report.

Toby Talbot made a motion to adjourn at 9:35pm. The motion was seconded, voted on and carried 4-0.

Respectfully submitted,

Rose Pelchuck
Administrative Assistant